

MEMORANDUM FOR: Director of Personnel

FROM:

[REDACTED]
Deputy Director for Administration

SUBJECT: Agency Civilian Reserve Program

1. I confirm my support for an Agency reserve program, particularly in light of the renewed emphasis on continuity in government.

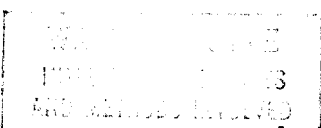
2. One of the major problems in preparing this Agency for a war-time role during and after a nuclear attack is having the necessary resources (personnel, equipment, and data) prepositioned or evacuated to low-risk areas. A partial solution to this problem is the establishment of a reserve cadre which will be prepared to meet essential personnel needs during the critical first stage of a national emergency. I suggest that this reserve be comprised of two separate and distinct groups, one an active reserve and the other an inactive reserve.

3. The active reserve would be a small number of multi-skilled employees, trained on and familiar with the latest systems and equipment in current Agency use, and whose normal assignments are

[REDACTED]

4. Under this scheme, the inactive reserve would be comprised of Agency retirees. I do not think it is practical in a national crisis situation to draft or utilize non-Agency personnel who do not have a strong loyalty and personal commitment to the Agency. The use of retirees could be formalized at the time of retirement through a memorandum of agreement (MOA). The MOA would stipulate the methods of communication and a generalized statement of whatever caveats are necessary. As you are aware, this will require certain cover and security problems to be overcome, but the loyalty, dedication, and many years of knowledge, expertise, and skill of our retirees represent a tremendous resource which we should mobilize for crisis response.

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5. In the Administrative Directorate, given the nature of the skills involved, members of the Office of Communications and the Office of Data Processing would have to be in the active reserve. The remainder of the Directorate could probably be served through assets in the inactive reserve.



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